

Agenda
MBCC Detention Project Conference Call
Tuesday March 6, 2007

10:00 AM

- ❑ Introductions
- ❑ Review Senate Bill 119 on Information Sharing
 - Plan of Action for each scenario (pass/not pass)
- ❑ Address confidentiality concerns of Gary Evans & others
 1. Who will have access to confidential information stored in the server at DOJ?
 2. What does MBCC plan to do with the information in the management software?
 3. What information will detention facilities be able to exchange when they move offenders between centers?
 4. What costs, if any, are going to be passed on to the counties?
 5. Has anyone researched the confidentiality laws of Montana concerning what information can be exchanged and who has access to that information?
- ❑ Address Detention Centers' concerns about CAPS ID's & DOC ID's instead of JCATS
- ❑ Parallel Testing progress (?)
- ❑ Any other questions or concerns related to the project?

12:00 PM Adjourn

Summary Notes
MBCC Detention Project Conference Call
Tuesday March 6, 2007

10:00 AM

□ **Introductions**

- Shanna Bulik-Chism, Detention Administrator, Cascade
- Karen Duncan, DOC
- Judy Eller, Detention Supervisor, Blaine
- Gary Evans, Detention Supervisor, Missoula
- Debbie Gomke, JDR reporter, Blaine
- Tanya Houston, Detention Supervisor, Cascade
- Kristel Matchett, MBCC, Administrative Support
- Bob Peake, Court Administration
- Cil Robinson, MBCC, JJ Planner
- Lori Rodrick, Detention Administrator, Ravalli
- Kathy Ruppert, MBCC, Data Technician
- Marwan Saba, DOC
- Avi Srimani, MBCC, Programmer
- David Winegar, Handel, Project Director
- Lily Yamamoto, MBCC, JJ Program Supervisor

□ **Review Senate Bill 119 on Information Sharing**

- Plan of Action for each scenario (pass/not pass)
 1. If bill does not pass, then users will type in individual's name and Court ID and only be able to access the non-confidential demographic information currently shared in the JDRS system.
 2. If bill does pass, then users will type in individual's name and Court ID and be able to access records that are considered formal and informal court records, as long as that youth is in the custody of that facility. If a facility tries to access the records of a youth that is recorded as being in the custody of another facility, access will be denied. It will be really important for facilities to make sure they enter release data in real time in order to ensure smooth transfer of access to records between facilities. Bob Peake and Karen Duncan reviewed MCA codes that define informal and formal youth court records and believe those are sufficient to cover HIPPA sharing of medical information. Cil will forward those statutory definitions to David Winegar.

□ **Address confidentiality concerns of Gary Evans & others**

1. Who will have access to confidential information stored in the server at DOJ?

- Only Handel personnel, subject to the confidentiality contract with MBCC. (Lily Yamamoto will follow-up on MBCC progress on that contract and report back to the group on Friday.)
 - MBCC will have no access to detention case management information.
 - MBCC will have access to all JDR information for all facilities identified only by Court ID number.
2. What does MBCC plan to do with the information in the management software?
 - MBCC will not have access to the information in the case management software.
 3. What information will detention facilities be able to exchange when they move offenders between centers?
 - That is dependent upon whether SB 119 passes, reference two possible scenarios under SB 119 discussion above.
 4. What costs, if any, are going to be passed on to the counties?
 - In the next two years there will be no cost to the Detention facilities. Beyond the two year time period, Avi will have to research that issue and provide a response for the next conference call.
 - Cil asked if anyone thought that MACo needed to be included in a discussion of costs. No one objected, neither did anyone indicate that it was necessary.
 5. Has anyone researched the confidentiality laws of Montana concerning what information can be exchanged and who has access to that information?
 - Reference discussion under SB 119 above.

❑ **Address Detention Centers' concerns about CAPS ID's & DOC ID's instead of JCATS**

- After discussion, Bob Peake volunteered to email all Juvenile Probation Offices requesting that they provide the JCATS number to detention facilities within 5 days of the youth's detention. If detention centers are not provided the number within those 5 days, please contact the local JPO to remind them of the need for the number. If the number is still not forthcoming, contact Bob. He has access to the system and will provide the needed number.
- Discussion was generated around what is meant by the Court ID number in the new JDR system.
 1. For youth under the Jurisdiction of the District Youth Court, DOC, or Interstate Compact, use the JCATS number.
 2. For youth under the Jurisdiction of the District Adult Court, use the Adult Court ID number.
 3. For youth under the Jurisdiction of Tribal Court, use the Tribal Court ID Number. Data analysis of Tribal Court Data can be analyzed for recidivism by sorting according to the referring court county when analyzing data for youth under Tribal Court Jurisdiction.

4. For youth under the Jurisdiction of Federal Court, use the Federal Court ID number.
5. These numbers are entered into the record and are not to be confused with a JDRS system Detention ID number. Detention ID's are generated for each admission to detention. When doing data analysis for recidivism, data would be sorted by Court ID and count the Detention ID's for each Court ID.

❑ **Parallel Testing progress (?)**

- Cascade facility reported getting an error message when trying to enter a new youth. They will send a detailed description of the problem to David Winegar, copied to Avi Srimani, for resolution.
- Ravalli hasn't tried. They just ran down a new computer capable of handling the new system.
- Blaine was uncertain.
- Missoula said they were probably not going to use manual data input and would investigate auto export of data.
- Marwan requested that the facility list on the initial JDR screen be limited to the report facility. David indicated that could be accomplished through the administration tree.

❑ **Any other questions or concerns related to the project?**

- Marwan requested to be added to receive all mailings sent to the detention facilities.
- Lily suggested that there be weekly conference calls, not only for JDR/Case Management discussions, but also to move forward on developing the Juvenile Detention Advisory Group.
- Group consensus was that the next conference call be scheduled for ½ hour at mid-morning on Friday March 9th.
- Cil suggested that all detention facilities be invited to the conference calls, even those not participating in the new JDR or Case Management systems so they could participate in the discussions that arise that affect all detention facilities.

12:00 PM Adjourn